

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT No. 28 MINUTES OF BOARD OF COMMISSIONERS MEETING

July 17, 2023

Members in Attendance:

Mike Jenkins, President
Ken Koenig, Treasurer
Erika Smiley, Asst. Sec/Treasurer

Dan Dronberger, V. P.
Shirley Jauma, Secretary

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager
Ira Coveler, Attorney

Public:

No Public

Call to order, roll call and establishment of a quorum.

Mike Jenkins called to order the July 17, 2023, ESD No. 28 Board Meeting starting at 5:00 p.m., with a quorum.

To receive public comment.

No public.

To approve the Minutes of prior meeting.

Mike Jenkins asked if there were any additions or corrections to the minutes from the June 19, 2023, Regular Meeting minutes.

Page 3 - second paragraph; first sentence: add commissioner's compensation.

Ken Koenig made a motion to accept the June 19, 2023, regular meeting minutes with the above changes. Shirley Jauma seconded the motion with unanimous approval of the board.

To receive a financial report from the District Treasurer and to pay District bills, including approval of commissioner fees.

Ken Koenig reviewed the report on Profit and Loss Budget Performance with Percentages for the month of June 30, 2023.

Bank balances in our various accounts as of June 30, 2023:

Checking Account: Beginning balance of \$27,063.39, with deposits totaling \$986,453.69 (which includes an interest deposit of \$25.19); and checks and debits totaling \$1,001,354.54, for an ending balance of \$12,162.54.

Money Market Account: Beginning balance of \$10,027.08, with an interest deposit totaling \$9.07; for an ending balance of \$10,036.15.

Sales Tax Money Market Account: Beginning balance of \$251,642.64, with an interest deposit of \$617.52; and debits totaling \$1,642.64, for an ending balance of \$250,617.52.

Texas CLASS Account: Beginning balance of \$6,194,927.51, with deposits totaling \$641,012.39 (which includes an interest deposit of \$28,012.39), for an ending balance of \$6,835,939.90.

We have (3) bills to pay this month as follows:

Coveler & Peeler P.C.	\$523.74	June Legal Fees
PVFA	\$300,000.00	July Draw
Texas Emergency Communications Center	\$24,541.03	Amended Call Volume 1 st Quarter and 2 nd Quarter Call Volume

To review and take action on the payment of operations funding pursuant to year 2022 and the 2023 budget and service agreement with the Ponderosa Volunteer Fire Department.

FCW – requesting July Draw not to exceed \$300,000.00.

Dan Dronberger made a motion to approve the financials, checks written, and July Draw in the amount of \$300,000.00. Shirley Jauma seconded the motion with unanimous approval of the board.

To receive a report from the Ponderosa Fire Department (“Department”).
Fire Responses – June 2023 – 253 Responses

Major Fires:

06/02 – 505 Cypress Station, balcony unintentional; entry gate issues-resolved.

06/11 – 990 Cypress Station, intentional with issues related to a prior EMS response where the resident caused a fire in the leasing office to have the FD arrive!

06/19 – Autumn Wind in North Forest; began as a vehicle fire on the street; crew noticed black smoke from rear of house; extinguished; arson from a homeless male; later caught him after he broke into another house, took a shower! Our guys subdued him and waited the usual long time for the cops.

06/20 – 1402 Roanwood, Ponderosa east; kitchen fire extended upward.

06/26 – Evening Trail, Cypresswood, kitchen fire contained to the immediate area.

Avg Responses – 202

Avg EMS Responses – 87

TAFR Cookoff

Cook off reconciliation in board package, we have expenses of \$229.48 to be transferred from NON ESD funds to checking.

Station 63 Lightning

Waiting for one invoice, approximate cost between \$15,000 - \$16,000 less our \$5,000.00 deductible.

Payroll Adjustments

Reviewed with the board payroll increases effective August 4, 2023. We are also adding incentives for driver operators, an increase of twenty cents an hour, with a ride up to Captain of sixty cents an hour. PVFA Board agreed, the adjustments will make us competitive with our neighboring fire departments. Discussion held by the board.

To review, discuss and take action regarding the purchase of capital equipment including apparatus.

FCW – Equipment 62 is sold for \$64,000.00; we will incur a fee for the sale.

To review, discuss and take action to remodel Station 63 dorms to accommodate personnel.

FCW – 99.98% complete. Still waiting for light fixtures.

To review, discuss and take action regarding a new fence installation at Station 61.

FCW – Fence is complete.

To review, discuss and take action regarding Houston Housing Authority.

FCW – Included in your package is a letter to Lakeside Place, mailed via Priority Mail and received. We need the ESD No. 28 Attorney to prepare the document as promised. Discussion held by the board.

To review, discuss and take action regarding imposing fees for excessive False Alarms.

FCW – See above agenda item.

To review, discuss and take action regarding Care's Act-Employee Retention Tax Credit Refund.

DMS – we have received 6 checks from the IRS. Latest check in the amount of \$26,984.00 for the second quarter of 2020, less 25% for Innovations Refunds. Received to date is \$998,000.00.

FCW – Page 17 of your board package includes the items approved at the last meeting. The SCBA original calculation was \$500,000.00, we received our quote, and the cost is now \$290,000.00. We have two CD's totaling \$255,000.00. We ask for approval to move forward with purchase not to exceed \$300,000.00.

Ken Koenig made a motion to move forward with purchases not to exceed \$300,000.00. Erika seconded the motion with unanimous approval of the board.

FCW – Firefighting gear for the second set of gear is in process, this will allow our members to properly decontaminate gear after use.

FCW - Electric hydraulic tools quote is just under \$50,000.00, requesting approval to place the order.

Erika Smiley made a motion to approve the purchase of new gear and electric hydraulic tools. Ken Koenig seconded the motion with unanimous approval of the board.

To review, discuss and take action regarding Station 61 Generator

FCW – Currently working on bids for a 40–kilowatts generator for Station 61’s north side of building with an automatic transfer switch. It is the time and opportunity unless labor costs are out of site.

To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.

No Closed Session

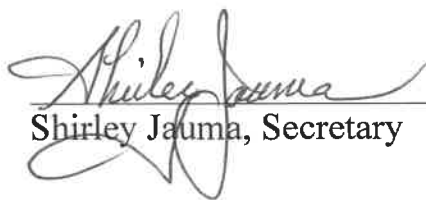
To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

No Closed Session

To set meeting date for August 21, 2023, regular and tax setting meeting to be held at Station 63, 21455 Imperial Valley Drive, Houston, TX 77073

Adjournment

Ken Koenig made a motion to adjourn at 5:45 PM. Erika Smiley seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary